

**Minutes
Of the
Delaware Bicycle Council
December 5, 2001
DeIDOT Administration Building**

Members Present

Don Carbaugh, Chair and New Castle County Representative
Carl Anderson, At-large Representative
Fred Breukelman, Dept. of Public Health
Amy Wilburn, At-Large Representative
Lisa Moore, Office of Highway Safety

DeIDOT Support Staff Present

Fritz Schranck, Deputy Attorney General
Dennis Scott, Bike/Ped Coordinator
Jay Kelley, DeIDOT Representative
Wendy Bernard, Secretary

Guests Present

Tim Plemmons, Council of Greenways and Trails

Members Absent

Janet Arns, Department of Education
Tom Pleasanton, Kent County Representative
Bill Boyd, At-large Representative
Laura Madara, DNREC Representative
Lee Ann Walling, Sussex County Representative
George Heberling, DE State Police
Paul Stevenson, NCC Representative

The meeting was called to order at 5:17 p.m.

I. Welcome and Introductions

Council Membership

Don informed the council that Bill Boyd's term expires in July. Bill has been on the Council for 3 years and attended many meetings before becoming a full member, but he has many family commitments and no longer has the time to participate on the Council.

The Greenways & Trails position has been filled with Dana Leavy. There will not be anyone appointed to the COT until the COT is done its reorganization. Don will advertise the open positions on the website and in the next newsletter. Don also asked for any nominee suggestions from the Council members.

II. Old Business

Newsletter & Website

The DBC website is up and running again.

Don is hoping to get a newsletter out before the May bike month. He discussed hiring someone to work on it, Nancy Wydell had worked on one for the DBC in the past and Don was considering contacting her again. He also asked Tim if he knew who did the Greenways & Trails or the WILMAPCO newsletters, or if DelDOT External Affairs published any newsletters. Wendy said she didn't think External Affairs published newsletters. The newsletter is mailed to approximately 2,500 people, civic organizations, and businesses.

New Castle County Map

The draft of the map was available to look at to discuss the format and overall look. The Bicycle Level of Service has been completed and DelDOT staff is currently imputing the data. Publication should be complete for this Spring. Carl asked if the map could show a bike network and Dennis said it sounded feasible and he would look into it. Carl also wondered if it would be possible to have a different designation for roads that have shoulders, but that difference in bike level would come out in the rankings anyway.

Communications Network

Don wants to use the network for the upcoming meetings for the Statewide Long-Range Transportation Plan public meetings. He also suggested that a letter regarding the network and asking for volunteers be sent to avid bicyclists as well as keep a volunteer request form in all of the DBC future newsletters. Don also said Paul would be able to forward any information or requests to the White Clay Bike Club as well. Fred suggested asking former DBC members if they would be interested in joining the network. Carl said he had already contacted them through the newsletter.

Carl was concerned that there were only volunteers from New Castle County so far.

Tim asked Dennis if he was currently flagging any projects that the network should be contacted about.

Lisa asked if there was an electronic version of the form, and if so, could she get it because she has some safety contacts who might be interested.

Budget

Dennis informed the Council of how much funds were left in the DBC funds. So far this year the DBC has spent money on the Bike Guide, trinkets, and reimbursement for Mike Barker's ECI registration costs.

Rail to Trail Study

Dennis will complete a Rail Study draft this week, it includes about 14 corridors, some of which are inactive while others are active with shared use potential. Included in the study are the Clayton to Easton rail, which is a long corridor, and the Milton to Ellendale rail. New Castle County has the most rail lines, but Sussex had quite a few too.

Don commented that while most of the rails were short, they would be useful.

Dennis was to rank the rails taking into account the feasibility and usefulness. Right now, cost estimates wouldn't be considered in the ranking but the biggest hurdle would be right-of-way issues.

Jim asked what type of work needed to be done to the rails to convert them to trails and if they would be used for on-road or off-road bicyclists. Dennis said there could be all types of trails developed from the abandoned lines. Tim said a lot of it depends on where the rail line is located, if it's in a rural area, it would probably be more of an off-road trail, where as if it were located near a more urban section, it would be paved.

New Castle Rail to Trail

Tim is working on the New Castle County to the Wilmington Riverfront rail to trail project. He hopes to have the plan and funds in place by this June. He needs to work with DNREC, who will need to take over the maintenance of the trail after it's completion. Dennis asked if it had strong rail use potential in the future. Tim said he had spoken with Ray Miller, Director of DTC, who said there wasn't much potential, but that possibility will be taken into consideration since it is such a critical connection to Brandywine.

Carl asked if Tim had received any opposition to the project. Tim said there hadn't been any so far and there was going to be a public meeting to be held at Gregory Mills School on Dec 19th and he would had a better answer then.

Statewide Bike Plan

Dennis had an Advisory Board meeting on Nov. 28th, the next meeting is scheduled for Jan 23rd. There should be some public workshops scheduled after that, there would be 4 public workshops/meetings all together. He also had a meeting scheduled with the consultants to try and move the process along.

III. "Task" Updates

Effective Cycling Update

The Council reimbursed Mike Barker for the Effective Cycling Course. He is now an Effective Cyclist Instructor.

Lisa mentioned if there was a large need for instructors, the Office of Highway Safety could apply for a grant to help with the funding.

The Teacher in-service training was continuing in New Castle County and Sussex. So far 22 people had completed the training. There will be two more courses offered in March in New Castle County and Kent County.

The DART bus driver education includes a 1-hour session in the 2 week driver education course. It would be good to have this course integrated into the school bus driver and high school driver's educations classes. Dennis also suggested offering Effective Cycling training to DeIDOT engineers to help them in the planning stages of projects, or law enforcement agencies. Don stated that the New Castle County and State police had expressed interest in including this instruction in their training. Lisa offered to send Don/Dennis a list of contact people for the police departments.

IV. New Business

Advocacy & Outreach Program

Dennis informed the Council that he had been giving the task of organizing a program for DeIDOT and wanted the Council to brainstorm on what to put in the proposal. The Council discussed several ideas including:

- Having a Statewide slogan for the Program
- Getting corporate and environmental groups as well as universities involved
- Kids walk to school events
- Have incentives and classes like the Rideshare program
- Have heavy media involvement with weekly/monthly updates in newspapers
- Recruit new people instead of depending on the same ones to get work done
- What are we trying to advocate-Kids safety, educations, facilities, etc.
- Promotional or Legislative
- Look to other state advocacy groups for guidance

These were all useful suggestions for Dennis and he will report back on the outcome at the next DBC meeting.

Annual Report

The DBC needs to submit an annual report to the Office of State Planning. The last time it submitted a report was 1998, so it's a little over due. Don asked anyone if they had any ideas on content or who should write it. Some suggestions on content were:

- DBC background
- When/how formed
- Members
- Priorities, initiatives
- Accomplishments

Lisa offered to bring a copy of her office's last annual report to show format and content for Don. If any one has ideas, they can submit them to Don or Wendy. Once the report is released, it should be distributed to the cabinet secretaries and have a press release.

Coordinator's Update

Dennis received some statistics indicating that in 2000, DE had the 2nd worst rate for pedestrian fatalities and 9th worst for bicyclist fatalities.

News Items

Bike Route Network Task Group: This group includes Paul, Lee Ann, Carl, Amy, & Don. The work they are considering requesting is route maintenance including street sweeping and bike route markers. The date for the next task force meeting is Tuesday, Jan 11th at the Community Service Bldg. at 5 p.m.

Lee Ann had spoken with Nathan and he was pleased with this idea and thought it had a good possibility of getting done.

The meeting adjourned at 7:10 p.m.

**The Next DBC Meeting will be on February 6th from 5:00 p.m.-7:00 p.m.
At the DeIDOT Admin. Building in the
Arden Conference Room**